



LEROY D. BACA, SHERIFF

County of Los Angeles
Sheriff's Department Headquarters
4700 Ramona Boulevard
Monterey Park, California 91754-2169

A Tradition of Service



August 27, 2013

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
Los Angeles, California 90012

Dear Supervisors:

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

22 August 27, 2013

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

**APPROVE THE REINSTATEMENT OF RETIRED COUNTY EMPLOYEE AS A
120-DAY TEMPORARY EMPLOYEE
(ALL DISTRICTS) (3 VOTES)**

SUBJECT

The Los Angeles County Sheriff's Department (Department) is requesting that the Board grant an exception to the 180-Day waiting period required under the California Public Employees' Pension Reform Act (PEPRA) of 2013, with regards to reinstating retired County Employees as 120-Day temporary employees.

IT IS RECOMMENDED THAT THE BOARD:

Authorize the Department's immediate reinstatement of Ms. Bethyle Martyn as a temporary employee, at the time of her retirement on August 30, 2013, waiving the 180-Day waiting period required under Government Code Section §7522.56 (Code).

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

Los Angeles County (County) employee, Ms. Martyn, employee number 094730, will retire from active County service on August 30, 2013. Ms. Martyn has been the Sheriff's Executive Secretary for seven years. As such, Ms. Martyn is responsible for highly sensitive tasks and duties critical to the efficient operation of the Sheriff's Office. Ms. Martyn's duties include maintaining the Sheriff's calendar, replying to personal and other correspondence, composing letters with or without dictation and responding to a high volume of emails, invitations, and appointment requests.

Ms. Martyn briefs the Sheriff personally on all pending appointments and appearances. She also reports on the status of pending matters affecting the Department and the County. She serves as the liaison between the Sheriff and national, state, city and county agencies, organizing and arranging the Sheriff's participation in press conferences, meetings, committee appearances, and other events. In addition to these daily tasks, Ms. Martyn is responsible for scheduling all of the Sheriff's travel arrangements, including booking flights, arranging ground transportation, making hotel reservations, and preparing detailed travel itineraries.

As an elected official who is responsible for the safety of 9.9 million residents within the County, the management of a \$2.8 billion budget, overseeing the largest jail system in the United States, and representing more than 18,000 employees, the Sheriff's daily schedule fluctuates constantly and requires continual updates. Additionally, the volume of requests and projects that are processed within the Sheriff's Office require superior accuracy and impeccable timeliness. By immediately reinstating Ms. Martyn as a temporary 120-Day employee at the time of her retirement, Ms. Martyn will be able to train newly assigned personnel in the Sheriff's Office, thus providing experience, expertise, and direction to the critical position left vacant by her retirement.

The Department requests that the Board approve the reinstatement of Ms. Martyn as a temporary 120-Day employee at the time of her retirement, thus, waiving the 180-Day waiting period required under PEPRA.

Implementation of Strategic Plan Goals

This recommendation is consistent with the County's Strategic Plan, Goal 1, Operational Effectiveness, maximizing public services by reinstating experienced former employees, and promoting sound and prudent fiscal practices by reducing overtime and training costs, thereby supporting and enhancing our public safety mission.

FISCAL IMPACT/FINANCING

Funding for this position exists within the Department's Salary and Employee Benefit budget.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Under the Code, a retiree must wait 180 days from the date of retirement before returning to work for the County on a temporary basis. An exception to this rule is allowable if the employer certifies that the employee's immediate reinstatement is necessary in order to fill a critically needed position and provided that the hiring has been approved by the Board in an open meeting. The Department requests that the Board grant an exception to this 180-Day rule, recognizing the importance of maintaining the level of professionalism in the Sheriff's Office and the crucial role Ms. Martyn plays in accomplishing this goal. Her expertise in managing the Sheriff's Office cannot be overstated and it is imperative that her replacement be afforded the time to be adequately trained by Ms. Martyn, thus ensuring that the Office of the Sheriff continues to operate seamlessly and professionally at all times during the transition period.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

This action will help to ensure that the Sheriff's Office continues to operate at the level of efficiency and professionalism that is required of the office. It will allow Ms. Martyn adequate time to train her replacement, thus ensuring a smooth transition. This action will have no negative impact on current services.

CONCLUSION

Ms. Martyn's experience and knowledge in managing the Sheriff's Office makes her an invaluable asset to the Department. The dedication she has shown throughout her career and her willingness to ensure that her replacement is adequately prepared for the tasks required for this critical position is admirable. The immediate reinstatement of Ms. Martyn as a temporary 120-Day employee will ensure that the Sheriff's Office continues to operate with the utmost level of professionalism and that the transition period during which time her replacement will be trained will be a seamless one.

Upon Board approval, please return two adopted copies of this letter to the Department's Administrative and Training Division for processing.

Sincerely,

A handwritten signature in blue ink, appearing to read "Leroy D. Baca".

LEROY D. BACA
Sheriff

LDB:LR:lr